SEX OFFENDER GUIDELINES AND PROCEDURES FOR JUVENILE SEXUAL OFFENDERS

FOR IMPLEMENTING RISK ASSESSMENT AND COMMUNITY NOTIFICATION REGARDING JUVENILE SEX OFFENDERS

(Revised June 2004)

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JUVENILE RISK ASSESSMENT

The Community Notification Risk Assessment report for adolescent sexual offenders will provide information regarding the level of risk posed to the public and other relevant information to the court in order that the court may make a determination as to whether the juvenile offender shall be ordered to register. The assessment for adolescent offenders will include recommendations for level of care and supervision. A copy of each completed risk assessment will be forwarded to the sentencing court in care of the juvenile probation officer or DYS staff. The court shall forward copies of the assessment to counsel.

Who is subject to Sex Offender Screening and Risk Assessment?

Juveniles adjudicated delinquent on the following offenses **shall** be ordered for risk assessment:

Rape, Ark. Code Ann §5-14-103
Sexual assault in the first degree §5-14-124
Sexual assault in the second degree §5-14-125
Incest §5-26-202
Engaging children in sexually explicit

conduct for use in visual or print medium §9-27-356(a)

The judge **may** order a Sex Offender Screening and Risk Assessment if a juvenile is adjudicated delinquent for any offense with an **underlying sexually motivated component**. Ark. Code Ann. §9-27-356(b) (1) (Supp. 2003).

Reassessment

The judge may order reassessment of the Sex Offender Screening and Risk Assessment at any time during the judge's jurisdiction over the juvenile. Ark. Code ann. §9-27-356(a-b). It is recommended that reassessment be ordered if there is a change in circumstance suggesting a change in risk. The juvenile offender may request reassessment two years after the date of the most recent risk assessment. If a juvenile offender is ordered to register, the guidelines for adult offenders regarding risk level and community notification are to be followed. The files of such offenders will be transferred from the Family Treatment Program to the Sex Offender Screening and Risk Assessment, which will conduct any further assessments after the juvenile court closes the case, unless the judge has relieved the juvenile of the requirement to register.

Referral for Assessment

Referral for assessment shall include a court ordered, signed Sex Offender Screening and Risk Assessment Advisement form (reviewed with probation officer or DYS employee), and Patient Information Form. Advisement form, Patient Information form, and Checklist for referral packet information required may be requested by contacting the Family Treatment Program Data Manager at (501) 364-2829. Needed checklist information includes copy of social security card; guardianship or custody orders; investigative reports including narratives of victim, witness, and offender statements; psychological testing including I.Q. scores; records from all previous mental health treatment including psychosocial history, discharge summary, and

other relevant records; if currently in treatment, copies of the last five days of progress notes; copies of all court orders, including order for Community Notification Risk Assessment; legal history including all previous charges and outcomes; referral letter from the Court to include current legal status, disposition of the case, and current location of the juvenile offender; medical status including list of all current medications. This information may be provided to the assessment program by Juvenile Probation or DYS staff according to §12-12-917. Failure to send all the required information may result in delay of the processing of the referral. Send all items for assessment to:

Family Treatment Program Attention: Community Notification Assessments 1120 Marshall, Suite 401 Little Rock, AR 72202

Phone: (501) 364-2829 Fax: (501) 364-3816

Copies of the Patient Information Form and the Advisement are in Addendums A and B in the Juvenile Section of the Sex Offender Assessment Committee Guidelines.

All assessments will be conducted at the Family Treatment Program in Little Rock. After the assessment is completed, the assessment report shall be sent by registered mail to the Court in care of the probation officer or Division of Youth Services, whichever has responsibility in the case. **The community Notification Risk Assessment document should not be re-released.** This is a lengthy document containing clinical information that should not go to law enforcement or other agencies.

After the assessment is completed, FTP will mail a letter indicating the juvenile's risk level to the juvenile, his/her parents or guardians, and either his/her juvenile probation officer or DYS. A sample of this letter is included in Addendum C in the Juvenile Section of the Sex Offender Assessment Committee Guidelines. It is the responsibility of the juvenile probation officer or DYS to meet with the juvenile to discuss his/her risk level with him. The juvenile and/or his/her parents or guardians may request an administrative review of the risk level if the court orders registration. This request must be made within 15 days of the order for registration and should be based on guidelines for administrative review for adult offenders.

Risk Level

Risk assessment of juvenile offenders is an empirically guided clinical assessment of both static and dynamic risk factors. Static risk factors are those that cannot decrease over time, regardless of intervention or treatment. Conversely, dynamic risk factors are subject to change over time, and sex offender specific treatment is designed to affect dynamic risk factors in order to reduce the offender's risk for reoffending. There is currently no valid or reliable tool for assessment of risk for reoffending in juvenile sexual offenders. Developmental characteristics of juveniles are consistent with rapid changes in level of risk, so that an assessed level of risk may no longer be valid after a period of months.

Assessments of adolescent offenders will be subject to peer review.

Qualification of Examiners

Individuals providing assessments for the Sex Offender Assessment Committee will meet criteria set by the Committee regarding training and experience.

Juvenile Records

Records of assessments of juveniles will be kept in a paper file for one year and then may be stored electronically. A copy of each completed risk assessment will be forwarded to the Arkansas Department of Correction for archiving and research purposes. The juvenile judge having jurisdiction will make any determination regarding sealing of legal records.

Rights and Responsibilities of the Juvenile Offender in the Assessment Process

A probation officer or DYS employee will review the document entitled "JUVENILE SEX OFFENDER RISK ASSESSMENT: RIGHTS AND RESPONSIBILITIES" upon an order by the Court for registration. It is strongly recommended that this document be reviewed with the juvenile **upon court order for Community Notification Risk Assessment**. Rights the juvenile has include:

- A juvenile shall have the right to have a probation officer or DYS employee (if committed to DYS) explain the purpose of the Sex Offender Screening and Risk Assessment before he/she attends the scheduled interview.
- If a juvenile is ordered to submit to Sex Offender Screening and Risk Assessment, the juvenile and his/her parent/guardian/custodian must attend the scheduled interview at the Family Treatment Program.
- A juvenile who fails to cooperate with the assessment process may be charged with a class D felony; however, it is an affirmative defense if based on juvenile's right against self-incrimination under the immunity provisions of Arkansas Code §§ 16-43-601 through 16-43-606.
- Information provided in the course of the assessment has "use immunity" such that the juvenile being assessed cannot be charged for new information supplied in the assessment. Ark. Code ann. §9-27-357(k) and §12-12-904.
- A juvenile has the right to be informed of the risk level assigned based on his/her assessment. The Family Treatment Program will provide this information by letter to his/her parent/guardian/custodian. A juvenile has a right to meet with a DYS employee (if committed to DYS) or juvenile probation officer to explain the risk level assigned as a result of the Sex Offender Screening and Risk Assessment).
- A juvenile has a right to an Administrative Review of the Risk Assessment risk level if he/she is ordered to register by the court. Ark. Code Ann. §9-27-356c. Administrative review procedures are the same as those for adult sex offenders.

A copy of the "RIGHTS AND RESPONSIBILITIES" document must be signed by the juvenile and his/her probation officer or DYS staff is in Addendum D. A copy of this document should be retained in the juvenile's file with probation or DYS and copies provided to the juvenile and his/her parents or guardian.

SEX OFFENDER REGISTRATION FOR JUVENILES

The prosecutor may file a petition requesting the juvenile to register. The juvenile has a right to an attorney and the hearing shall be conducted within 90 days of the registration motion. The court shall consider the following factors in making a decision to require the juvenile to register as a delinquent sex offender:

- the seriousness of the offense; the protection of society;
- the level of planning and participation in the offense;
- the previous sex offender history of the juvenile, including whether the juvenile has been adjudicated for prior sex offenses;
- whether there are facilities or programs available to the court that are likely to rehabilitate the juvenile prior to the expiration of the court's jurisdiction;
- the sex offender assessment and other relevant written reports or other materials relating to the juvenile's mental, physical, educational, and social history; and
- any other factors deemed relevant by the court. Ark. Code Ann.§9-27-356(d-e).

A juvenile has a right against self-incrimination and his/her refusal to admit to the offense at the adjudication or in the assessment process shall not be used against him/her in the court's registration decision. Ark. Code Ann.§9-27-356(b and f).

The court may require that a juvenile register as a sex offender upon recommendation of the Sex Offenders Assessment Committee and following a hearing as set forth in Ark. Code Ann. 9-27-356(e).

Obtaining a Fact Sheet for Juveniles Ordered to Register

Should placement on the Sex Offender Registry be ordered for the juvenile offender, DYS staff or the probation officer should send a copy of the court order for the offender to register to:

Family Treatment Program Community Notification Risk Assessment 1120 South Marshall Street, Suite 401 Little Rock, AR 72202

Fax # (501) 364-3816

A sample court order for the juvenile to register as a sex offender is provided in Addendum E to the Sex Offender Assessment Committee <u>Guidelines</u>.

The Family Treatment Program assessment team will provide a Fact Sheet to ACIC and to the DYS staff or juvenile probation officer who assists with the juvenile's court-ordered registration. DYS staff or the juvenile probation officer is to provide this document to law enforcement at the time of the juvenile's registration. The fact sheet will include a risk level and recommendations about notification.

Registration Requirements

The court will order either DYS or juvenile probation to complete the registration process with the juvenile as outlined in Ark. Code Ann. § 9-27-357(g).

Any juvenile ordered to register must provide a DNA sample to the Arkansas State Crime Laboratory, if not already provided. This sample is to be taken at intake in a detention or a DYS facility. If the juvenile is not placed in one of these facilities, the probation officer must see that a DNA sample is taken. Ark. Code Ann.§9-27-357(k) and §12-12-906.

The juvenile shall provide the probation officer or DYS employee with the necessary information required for registration. If the juvenile changes residency, the juvenile must provide the new address to the Arkansas Crime Information Center (ACIC) in writing 10 days before the juvenile relocates. The information shall include the new residency address, place of employment, education, or training. Ark. Code Ann.§9-27-357(k) and § 12-12-906.

A juvenile who fails to report changes of address, employment, education, or training may be charged with a class D felony. Ark. Code Ann§ 9-27-357(k) and § 12-12-904.

A juvenile cannot change his/her name except if due to marital status or necessary to effect the exercise of religion. Any change in name shall be reported to ACIC within 30 days of the name change. Violations constitute a Class D felony. Ark. Code Ann.§9-27-357(k) and § 12-12-906.

Termination of the requirement for Juvenile Sex Offender Registration

A juvenile may petition the court to have his/her name removed from the sex offender register at any time while the court has jurisdiction or until the juvenile turns 21. Ark. Code Ann.§9-27-356(h). The juvenile must petition the court if the court case has been closed and he or she is not yet 21. The termination procedure involves reassessment ordered by the court and an evidentiary hearing.

If the court does not order removal, the juvenile shall remain on the sex offender register for 10 years from the last date on which the juvenile was adjudicated delinquent of a sex crime or found guilty for a sex offense or until the juvenile turns 21, whichever is longer (Ark. Code Ann.§9-27-356(j)). The juvenile may apply to the sentencing court for an order terminating the registration requirement at that time.

NOTIFICATION GUIDELINES FOR ADOLESCENT OFFENDERS

Local law enforcement is encouraged to base notification on the unique aspects of the case and the circumstances in the community. Disrupting the legitimate community ties of a juvenile or causing him to feel like an outcast may only serve to increase the likelihood of further acting out. The staff or foster parents of the therapeutic setting in which a juvenile may be placed may be reluctant to work with the juvenile in that treatment setting under the glare of the public spotlight. On the other hand, a juvenile should not be placed in a setting that provides access to target age or vulnerable children or youth without very strong precautions.

Aside from the special modifications suggested by either the assessment team or local law enforcement, the notification guidelines associated with each level of risk are the same for adults as they are for adolescents. Once a juvenile is ordered to register as a sex offender, he or she shall be subject to the registration requirements set forth in §§12-12-904, 12-12-906, 12-12-909, and 12-12-912. Levels of notification associated with each risk level are listed in the section addressing registration for adult offenders in the Sex Offender Assessment Committee Guidelines.

Registration of Juvenile Moving to Arkansas from Another State

For any juvenile registered for a sex offense in another state, registration is required in Arkansas. The Family Treatment Program should be contacted to arrange for assessment for risk level. Documentation listed in the section addressing "Referral for Assessment" will be required prior to the scheduling of the assessment interview. When the assessment is completed, a Fact Sheet will be forwarded to the law enforcement agency having jurisdiction.



ADDENDUM A: Patient Information Form

COMMUNITY NOTIFICATION RISK ASSESSMENT REFERRAL PATIENT INFORMATION FORM

Today's Dat	te:		Offend	ler's Social Secu	urity #:			
Name of Ju	venile Offen	der:						
Adolescent'	's Current L	ocation:						
Age:	Sex:	Race:	Height: _	Wt:		Birth date:		
Hair Color:_		_ Eye Color:		_ Describe all So	cars/Ta	atoos:		
Permanent I	Legal Addre	ss:						
City:			Zip: _	Co	unty: .			
Telephone N	Number:		Message Phone:					
Referring Pe	erson:							
Referring A	gency:							
Address:								
City:			Zip: _		Coun	ty:		
Phone Num	ber:	Fax Number:						
E-mail Addı	ress:							,
Parent/Lega	ıl Guardian I	Name:						
Address:								
City:			State:	Zip:		County:		
Telephone:		Message phone:						
Judge's Nar	me				Ju	dicial District_		
Address								
Telephone:				Fax:				
Contact Per	rson:						Revised Oct 2000	



ADDENDUM B: Advisement

Juvenile Sex Offender Screening and Risk Assessment ADVISEMENT

Revised May 2004

As a juvenile convicted of a sex offense or an offense against a child, you are required to submit to an assessment to determine the risk level that you pose to the general public. This assessment will include an interview about your past behavior and review of your mental health and other records. You will be photographed when you appear for your interview.

You may refuse this assessment. If you refuse the assessment you may be guilty of a Class D Felony. If you consent to this assessment, but withhold information or give false information, you will be assigned the maximum public risk level. Any refusal or non-compliance will be made known to the sentencing Court and supervising authorities.

Information from the assessment will be available to the sentencing Court. The Court may choose to order you to register as a sexual offender, in which case information from the assessment will be made available to the Chief Law Enforcement Officer of your jurisdiction for purposes of supervision. Beyond that, Sex Offender Screening will make every effort to keep the information confidential but cannot guarantee the confidentiality of anything contained in the assessment.

guarantee the confidentiality of anything contained in the	assessment.
Please check one of the boxes below. [] I agree to comply with the assessment.	[] I refuse to be assessed.
You will be given an appointment as soon as your Juveni complete referral packet to the Family Treatment Prograr may call them at (501) 364-2829. If you show up for you assessment lasting three hours. If you are late there is not completed that day. Repeated failures to show up on time	m. To check on the status of your referral your appointment on time you may plan on the guarantee your assessment can be
The assessment will take place in Little Rock, Arkansas, Marshall, Suite 401. Directions to the assessment site from Luther King Jr. Exit. Turn left at the light at the end of the Street. See Arkansas Children's Hospital straight in front straight at the stop sign. On your left you will see Imman surrounded by chain-link fence. Park in one of the Patient the seven-story building called the South Campus Building right off the elevator and find the clinic at the last door or the seven-story building called the South Campus Building right off the elevator and find the clinic at the last door or the seven-story building called the South Campus Building right off the elevator and find the clinic at the last door or the seven-story building called the South Campus Building right of the elevator and find the clinic at the last door or the seven-seven seven se	om I-30 are: Take I-630 West to the Dr. Marting exit ramp. Take the first right onto Maryland tof you. Turn left onto Marshall Street. Go usel Baptist Church, then a large parking lot and parking spots and walk across the street to any. Take the elevator to the fourth floor. Turn
Directions from I-430 are: Take I-630 East to Marshall S Street. Children's Hospital will be on your right. Pass the Marshall. You will see Immanuel Baptist Church on your chain-link fence. See above directions written in <i>italics</i> .	e hospital and go straight at the stop sign at
Signature of Juvenile Offender	////
Signature of Juvenile's Parent or Legal Guardian	/////



ADDENDUM C: Sample Letter of Notification for Assessed Risk Level

John Doe in care of Ms James Doe 333 Park Place Small Town, AR 71111

Re: Community Notification Risk Assessment

Dear: John Doe

Recently you were interviewed at the Family Treatment Program at Arkansas Children's Hospital for the purpose of Community Notification Risk Assessment. Your level of risk was evaluated in accordance with the Sex and Child Offender Registration Act of 1997. This notice to you is to inform you of the level of risk you were assigned as a result of this assessment. This letter does not indicate that you must register as a sex offender. The judge presiding in your court case will make the determination of whether you will register.

So that you may better understand the meaning of your assessed risk level, the various levels are described here. Established guidelines define the following levels of risk for sexual offenders: Level 1 (low risk), Level II (moderate risk), Level III (high risk), and Sexually Violent Predator (highest level of risk). The Sex and Child Offender Guidelines recommend that notification to the public may be made; however, law enforcement agencies have the discretion to modify notification as they deem necessary for public protection. The Guidelines recommend the following levels of notification:

Level I (Low)

- Law enforcement agencies.
- Adult members of the household where the offender resides.

Level II (Moderate)

- Law enforcement agencies.
- Adult members of the household.
- Organizations that serve individuals likely to be victimized by the offender.
- Heads of families who live in the same neighborhood as the offender and have members of the same age range and gender of the offender's target group.

Level III (High)

- Law enforcement agencies.
- Adult members of the household.
- Organizations and community members likely to encounter the offender.

Sexually Violent Predator

Broadest level of community notification that may include photographic and informational posting, community meetings, and media-based information to the public.

All relevant aspects of your case have been reviewed and you have been assigned the following level of risk:

Level: Moderate Risk

It is recommended that you meet with your Juvenile Probation Officer or DYS case manager to discuss your level of risk and what it means.

You may request re-assessment of your risk level two years from the date of this assessment or at any time that circumstances in your case have changed significantly. If you can provide clear, documented evidence that the assessment procedures outlined to you in the current assessment were not followed, that your examiner(s) displayed negligence or prejudice that resulted in a false representation of the facts of your case, or that sworn official documents pertaining to your crime were either not available to, or not considered by, the assessment team, you may submit this evidence and request that your case be reviewed by the Sex Offender Assessment Committee, but only if the Court orders registration. You have only 30 days from the order for registration to submit your evidence and request such a review. Any requests for review, along with documented evidence, should be sent to: Review Panel, P.O. Box 6209, Pine Bluff, AR 71611-6209.

Karen Worley Ph.D. Director, Family Treatment Program

cc: JPO, County Juvenile Court

ADDENDUM D: Sample Court Orders for Registration - Probation and DYS

IN THE CIRCUIT COURT, JUVENILE DIVISION OF		COUNTY, ARKANSAS		
STATE OF ARI	Case # KANSAS	<u></u>		PLAINTIFF
	VS	(Mother)		
				DEFENDANT(S)
		(Father)		
/ L		DOB:	SS#:	
(Juvenile)	JUVENILE SEX OFFENDER REGIS	STRATION ORDE	R: PROBATI	<u>ION</u>
27-306(a)(1) ar	sesses jurisdiction of the parties and nd A.C.A. § 12-12-906. Onille defendant delinquent for the follow	day of	before it pur	rsuant to A.C.A. § 9- ,, the Court
Offense: A.C.A	. §	Type	Class	Counts
Offense: A.C.A	. §	Type	Class	Counts
Offense: A.C.A	. §	Type	Class	Counts
Offense: A.C.A	. §	Type	Class	Counts
Assessment. A Program, the (Family Treatn	C.A. § 12-12-906(a)(3), the Court of After review of the assessment and understand the court hereby orders the juvenile to ment Program to complete the, Juvenile Probation Officer. The	upon the recomme register as a sex Offender Fact	ndation by th offender. Th	ne Family Treatment ne Court directs the
	complete the Juvenile Sex Offender	Registration Form	,	
	provide a copy of this order and the Offender Rights and Responsibilities or custodian and shall explain this guardian or custodian;	s Form to the juve	nile and his/	her parent, guardian
	send by registered or certified m Registration Form to ACIC, Sex Off LR, AR 72201;			
	place the Fact Sheet, Registratio Responsibilities Form in the court file		enile Sex C	offender Rights and
	provide law enforcement, where the Sex Offender Registration Fact Sheet (optional)		copy of the:	

_____(Judge) _____Circuit, Juvenile Division

DRAFT

ADDENDUM E: Rights and Responsibilities Document

JUVENILE SEX OFFENDER RISK ASSESSMENT: RIGHTS AND RESPONSIBILITIES

The juvenile shall initial each item as the probation officer or DYS employee explains it to him or her. A juvenile shall have the right to have a probation officer or DYS employee (if committed to DYS) explain the purpose of the Sex Offender and Risk Assessment before they attend the scheduled interview. If a juvenile is ordered to submit to Sex Offender Screening and Risk Assessment, the juvenile and his/her parent/guardian/custodian must attend the scheduled interview at the Family Treatment Program. A juvenile who fails to cooperate with the assessment process may be charged with a class D felony. Ark. Code ann.§9-27-357(k) and § 12-12-904. Statements you make with respect to prior conduct during the course of your assessment may not be used against you in any criminal case except a prosecution for perjury, giving a false statement, or otherwise failing to comply with the order granting immunity. A juvenile has the right to be informed of the risk level assigned based on The Family Treatment Program will provide this his/her assessment. information by letter to his/her parent/guardian/custodian. A juvenile has a right to meet with a DYS employee (if committed to DYS) or juvenile probation officer to explain the risk level assigned as a result of the Sex Offender Screening and Risk Assessment). A juvenile has a right to an Administrative Review of the Risk Assessment risk level if he/she is ordered to register by the court. Ark. Code Ann.§9-27-356c. A juvenile has a right to a judicial review to contest the findings of the Administrative Review. Any juvenile ordered to register must provide a DNA sample to the Arkansas State Crime Laboratory, if not already provided. Ark. Code Ann. §9-27-357(k) and §12-12-906. The juvenile shall provide the probation officer or DYS employee with the necessary information required for registration. If the juvenile changes residency, the juvenile must provide the new address to the Arkansas Crime Information Center (ACIC) in writing 10 days before the juvenile relocates. The information shall include the new residency address, place of employment,

education, or training. Ark. Code Ann.§9-27-357(k) and §12-12-906.

DRAFT ____ A juvenile who fails to report changes of address, employment, education, or training may be charged with a class D felony. Ark. Code Ann §9-27-357(k) and §12-12-904. A juvenile cannot change his/her name except if due to marital status or necessary to effect the exercise of religion. Any change in name shall be reported to ACIC within 30 days of the name change. Violations constitute a Class D felony. Ark. Code Ann. §9-27-357(k) and § 12-12-906. A juvenile may petition the court to have his/her name removed from the sex offender register at any time while the court has jurisdiction or until the juvenile turns 21. Ark. Code Ann.§9-27-356(h). If the court does not order removal, the juvenile shall remain on the sex offender register for 10 years from the last date on which the juvenile was adjudicated delinquent or found guilty for a sex offense or until the juvenile turns 21, whichever is longer. Ark. Code Ann. §9-27-356(j). The juvenile must petition the sentencing court in order to have his name removed from the register at that time. I, (PRINT YOUR NAME), have reviewed this document, "Juvenile Sex Offender Assessment and Registration: Juvenile Rights and Responsibilities"

with my probation officer/DYS staff. I have had the opportunity to ask questions in

Date

(SIGN YOUR NAME)_____Date

order to better understand my obligations and rights.

Probation Officer/DYS staff